



The Board of the Logan County Health District met in regular session on Wednesday, October 1, 2014. President Spath called the meeting to order at 1:00 p.m. followed by the pledge to the flag. Members present on roll call were Mr. Spath, Mrs. Price, Dr. Varian, Mr. Harrison, and Mrs. Collins. Staff members present were Health Commissioner Dr. Boyd C. Hoddinott, Administrator Lisa G. Downing, Director of Nursing Kay Schroer, and Environmental Health Director Craig D. Kauffman. Guests included Michael Brown, Tim Clay, Zachary Bayless, and Pete Gerace. Reporters Reuben Mees of the *Bellefontaine Examiner* and Mike Vettori of *WPKO/WBLL Radio* were also in attendance.

IN THE MATTER OF MINUTES

It was moved Mrs. Price and seconded by Mr. Harrison that the Board approve the minutes of the September 3, 2014, regular meeting as mailed. Ayes: Mrs. Collins, Dr. Varian, Mr. Harrison, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF MONTHLY BILLS

Noting that the Administrator presented vouchers for recurring and time-sensitive bills to the county auditor on September 5th, 19th, and 26th, it was moved by Mr. Harrison and seconded by Mrs. Price that the Board confirm the bill vouchers and order the current bills paid. Ayes: Dr. Varian, Mrs. Collins, Mrs. Price, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF PUBLIC FORUM

No members of the public were present for this portion of the meeting.

IN THE MATTER OF NUISANCE ABATEMENT ORDER

Phyllis King (deceased) property, 8866 SR 368, Huntsville

On September 3, 2014, the Board of Health ordered Tim Clay to turn off all utilities within seven (7) days and clean up this property by October 1, 2014. Environmental Health Director Craig D. Kauffman confirmed that evidence was received on September 9, 2014, that the utilities were disconnected. He also relayed that while no entry was gained to the house for inspection, the eaves have been fixed, windows boarded, and doors padlocked. This was confirmed by Board members Mrs. Collins, Mr. Harrison, and Mr. Spath, who have all visited the property. Mr. Clay presented photographs showing the inside of the house has been totally cleaned out. His attorney, Zachary Bayless, stated the house is secured, entirely empty, and no odors remain, and requested that the complaint be dismissed. Neighboring property owner Pete Gerace confirmed the statements made by Mr. Bayless, stating the neighborhood is satisfied and grateful to the Board for their assistance in addressing the safety issues involving this property. Mr. Kauffman expressed satisfaction that the nuisance is abated, but did inform Mr. Clay that plumbing and electrical inspections would be required when and if the home is remodeled. It was moved by Mr. Harrison and seconded by Mrs. Collins that substantial compliance with the Board's nuisance abatement order of August 6, 2014, be noted. Ayes: Mrs. Price, Dr. Varian, Mrs. Collins, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF NUISANCE ABATEMENT REQUESTS – VILLAGE OF LAKEVIEW

The Village of Lakeview requested the Board of Health to condemn the following structures so they may be removed.

Aaron Brown property, 215 Grove Street, Lakeview

No water service since April 2009; no sewer service since May 2013; vacant house; open boat in the yard; unable to view much of the home due to vegetation grown to the roof. A citation was sent to the owner in Dayton on July 22, 2014, with no response.

Violet McLaughlin property, 410 Union Street, Lakeview

No water service since June 2012; no sewer service since February 2013; vacant manufactured home with open windows and skirting; open garage with no door; solid waste accumulation. A citation was sent to the owner in care of James Matthews on July 22, 2014, with no response.

Eric Johnston property, 175 Hoon Beck Alley, Lakeview

No water service since 2012; no sewer service since January 2013; vacant manufactured home; solid waste accumulation. A citation was sent to Mr. Johnston at his last known address on July 22, 2014, that came back as unable to forward.

Following review of each individual property and confirmation that all meet the Logan County Health District Condemnation Protocol, it was moved by Mr. Harrison and seconded by Dr. Varian and that a Notice of Demolition Hearing on November 5, 2014, be posted on each property and sent certified mail to Mr. Brown and Ms. McLaughlin. Ayes: Mrs. Price, Mrs. Collins, Dr. Varian, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF REQUESTS FOR VARIANCE***Lewis Simpson, 7387 Center Street, Russells Point***

Mr. Simpson requested variance from Ohio Administrative Code 3701-28 to place a well 20 feet from the road at this address, where the code requires 25 feet. Sanitarian Lisa Engle recommended approval due to limited lot size and existing concrete limiting available space.

William B. Miller, PO Box 147, Lakeview

Mr. Miller requested variance from Ohio Administrative Code 3701-28 to place a well two (2) feet from the house and two (2) feet from the property line at 10854 Hull Drive, Lakeview, where the code required 10 feet from the lot line and 10 feet from the foundation. Sanitarian Lisa Engle recommended approval due to limited lot size and the fact that the property is currently on a shared well with a neighbor.

It was moved by Dr. Varian and seconded by Mrs. Price that the Board grant each variance, both to become invalid with the availability of central water supply. Aye: Mr. Harrison, Mrs. Collins, Mrs. Price, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF BOARD EDUCATION

The DVD *Board of Health Employment Status* was viewed and discussed, featuring Joe Durham of Eastman & Smith Ltd. Topics included OPERS exclusion, statutory compensation, and employee vs. independent contractor.

IN THE MATTER OF NURSING REPORT

Director of Nursing Kay Schroer updated the Board on activities of the nursing division including special flu shot clinics scheduled for the public from 1:00 to 6:00 p.m. on October 9 and November 13; the C.O.R.E. (Coalition for Opiate Relief Efforts) dinner attended by several staff members; numerous upcoming health fairs; and the increase in infectious disease investigation and monitoring with the emergence of new diseases such as chikungunya and ebola. Health Commissioner Dr. Boyd Hoddinott also commented on the evolution of ebola from non-human primates, and provided a long list of other zoonotic-borne diseases that may be transmitted to humans. Mrs. Schroer then offered the following nursing division statistics for the month of August:

Home Health: 42 patients; 12 admissions; 229 RN visits; 40 HHA visits; 112 PT visits; 56 OT visits; 13 ST visits

Public Health: 3 nursing visits; 8 active lead cases; 2 pediatric nursing assessments; 21 TB skin tests; 19 BCMH visits/60 contacts; 8 newborn home visits; 2 bereavement contacts/1 visit; 6 head lice checks

Immunization Program: 123 child clients/271 injections; 37 adult clients/41 injections

Women, Infants and Children: 49 new clients; 89 recertifications; 826 total participants

Communicable Disease: 19 confirmed- Chlamydia (7); Gonorrhea (3); Hepatitis C (3); Campylobacter (1); Pertussis (4); Chikungunya [suspected] (1)

Health Education: 8 staff trainings/meetings/8 attendees

IN THE MATTER OF FINANCIAL REPORT REVIEW

Administrator Lisa G. Downing presented health district financial reports for the month of August. She noted receipt of second half tax revenue and funding for both the PHI and WIC grants, and referenced adequate cash balances in

all funds to meet expenses through the end of the calendar year. The steadily decreasing cash balance in the Home Health Fund was discussed, and efforts to turn this around by means of curtailing personnel costs and increasing revenue through private insurance contracting. It was moved by Dr. Varian and seconded by Mr. Harrison that the Board authorize President Spath to approve review of the reports. Ayes: Mrs. Collins, Mrs. Price, Mr. Harrison, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF ROUTINE BOOKKEEPING

It was moved by Mr. Harrison and seconded by Mrs. Collins that the Board confirm the following bookkeeping transactions necessary to meet operating expenses completed by the Administrator since the last meeting. Ayes: Mrs. Price, Dr. Varian, Mrs. Collins, Mr. Harrison. Nays: none. Motion carried.

Intrafund Transfer of Appropriated Funds

Women, Infants, Children Fund 061

- \$2900.00 from 061-010-01020 Salaries to 061-010-01160 Health & Life Insurance
- \$5000.00 from 061-010-01040 Transfers Out to 061-01160 Health & Life Insurance

Home Health Fund 066

- \$500.00 from 066-450-01031 Repairs/Service to 066-450-01041 Education/Seminars

C&DD Waste Fund 062

- \$1500.00 from 062-450-01020 Salaries to 062-450-01030 Remit to State/ODNR
- \$90.00 from 062-450-01100 OPERS to 062-450-01025 Remit to State
- \$120.00 from 062-450-01100 OPERS to 062-450-01050 Remit to Township

District Health Fund 063

- \$650.00 from 063-450-01060 SW Contracts to 063-450-01101 SW Health & Life Insurance

IN THE MATTER OF FUNDING ACCEPTANCE – FY15 WIC GRANT

It was moved by Mrs. Price and seconded by Dr. Varian that the Board accept the FY15 Women, Infants and Children Grant Notice of Award in the amount of \$226,068.00 for the project grant year October 1, 2014, to September 30, 2015. Ayes: Mr. Harrison, Mrs. Collins, Dr. Varian, Mrs. Price. Nays: none. Motion carried.

IN THE MATTER OF SERVICE CONTRACT RENEWALS

Ms. Downing presented the following annual service contracts due for renewal. It was moved by Mrs. Collins and seconded by Mr. Harrison that the Board enter into a one-year agreement with each contractor at the negotiated rates listed. Ayes: Mrs. Price, Dr. Varian, Mr. Harrison, Mrs. Collins. Nays: none. Motion carried.

- ***Cynthia S. Pulfer, RN***, PRN registered nursing services not to exceed 19 hours weekly at the rate of \$20.35 per hour for the period October 3, 2014 through October 2, 2015
- ***Marcella Burroughs***, janitorial services not to exceed two cleanings per week at the rate of \$76.50 per cleaning for the period October 2, 2014 through October 1, 2015
- ***Northwest Therapy Service, Inc.***, physical therapy services to clients of the Home Health Agency at the rate of \$95.00 per visit and \$25.00 for administrative meetings for the period October 1, 2014 through September 30, 2015
- ***MidOhio Rehabilitation Specialists, LLC***, occupational therapy services to clients of the Home Health Agency at the rate of \$110.00 per visit and \$25.00 for administrative meetings for the period October 1, 2014 through September 30, 2015
- ***Beach Speech Pathology, Inc.***, speech therapy services to clients of the Home Health Agency at the rate of \$95.00 per visit for the period October 1, 2014 through September 30, 2015
- ***Sen & Associates, Inc.***, certified public accounting services for the Home Health Agency at a rate of \$500.00 per on-site half day (up to five hours); \$900.00 per on-site full day (five to nine hours); \$90.00 per hour for off site work; and preparation of the annual Medicare cost report at a flat rate of \$1700.00 for the period October 1, 2014 to September 30, 2015

IN THE MATTER OF INCREASING VITAL STATISTIC FEES – FIRST READING

Ms. Downing informed the Board that the cost of providing vital statistics services has increased beyond the current revenue. She presented justification for a \$3.00 increase to the local fee for certified copies of birth and death records to become effective in 2015, noting the last increase was \$1.00 in 2009. Upon review of revenue vs. expenses at the proposed new rate it was determined that a shortfall would still exist with a \$3.00 increase, whereby Dr. Varian proposed \$4.00. It was moved by Mr. Harrison and seconded by Mrs. Collins that the Board approve the first reading for a \$4.00 increase. Ayes: Mrs. Price, Dr. Varian, Mrs. Collins, Mr. Harrison. Nays: none. Motion carried.

IN THE MATTER OF POSITION CHANGE – B. DOW

In response to an internal job posting for a full-time Public Health Nurse 2 to replace the position of Assistant Director of Nursing upon the retirement of Cindy Mabrey, it was moved by Dr. Varian and seconded by Mrs. Collins that the Board confirm the transfer of Home Health Nurse Bobbi Jo Dow to the new position effective November 8, 2014, at her current pay grade and pay level. Ayes: Mr. Harrison, Mrs. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF PROBATIONARY EVALUATION – D. GLUNT

Health Commissioner Dr. Boyd Hoddinott presented a very favorable six month probationary evaluation for Quality Improvement/Accreditation Coordinator Donna Glunt. It was moved by Dr. Varian and seconded by Mrs. Collins that the Board recognize completion of Mrs. Glunt's probationary period and authorize her permanent hire with a 2% cost of living increase effective October 11, 2014. Ayes: Mr. Harrison, Mrs. Price, Mrs. Collins, Dr. Varian. Nays: none. Motion carried.

**IN THE MATTER OF ANNUAL EVALUATIONS –
C. RIEGLER/S. CUMMINGS/L. DOWNING/K. SCHROER**

Dr. Hoddinott presented the annual reviews for administrative staff members Corinne Riegler, Emergency Preparedness Coordinator/Public Information Officer; Steve Cummings, IT Manager; Kay Schroer, Director of Nursing; and Lisa Downing, Administrator. Following review of all job development inventories with scores in the *Achieves* range, it was moved by Dr. Varian and seconded by Mr. Harrison that the Board accept each review. Ayes: Mrs. Collins, Mrs. Price, Mr. Harrison, Dr. Varian. Nays: none. Motion carried.

IN THE MATTER OF HEALTH COMMISSIONER COMMENTS

Health Commissioner Dr. Boyd Hoddinott spoke on the recent Retail Food Establishment program audit by the Ohio Department of Agriculture. He also reminded the Board of the upcoming accreditation orientation for staff on October 7 at 8:00 a.m. and encouraged them to attend. This orientation will be followed by a conference call at 9:00 a.m. with a representative of The Ohio State University School of Public Health in regards to the strategic planning process that they have been contracted to facilitate.

IN THE MATTER OF ADJOURNMENT

Confirming the next regular meeting for November 5, 2014, at 1:00 p.m., and noting that Mrs. Price will not be in attendance, President Spath adjourned the meeting at 2:20 p.m. without opposition.

Don W. Spath, President

Boyd C. Hoddinott, M.D., Secretary